Meeting Notice
For Members and Guests of the
Division of the State Architect (DSA)

UNIVERSAL DESIGN ADVISORY BOARD (UDAB)

Friday, September 20, 2002 -- 10:00 a.m. to 3:00 p.m.

Bill Graham Civic Auditorium, Larkin Room, First Main Floor
99 Grove Street, San Francisco CA 94102
On Grove Street, between Polk and Larkin Streets, diagonally across from City Hall

> The meeting facilities and restrooms are accessible to persons with disabilities. Requests for accommodations for the disabled (assistive listening device, sign language interpreters, or other assistance) should be made to the Division of the State Architect at least 72 hours prior to the meeting. Contact Mary Crawford at (916) 327-9705.

AGENDA

10:00 a.m.   CALL TO ORDER   **Rocky Burks, Interim Chair**
- Roll call
- UDAB vote: approval of minutes of the June 7, 2002 UDAB meeting
- FPPC Form 700: discuss forms
- Sign-up sheets: business cards, Braille "Impresser"
- Public comment: members of the public who are unable to stay for the entire meeting may have up to two minutes each to address the Board

10:30 a.m.   EXECUTIVE COMMITTEE REPORT   **Rocky Burks**
The Executive Committee will present and recommend adoption of a new version of Policies & Procedures for UDAB.
- Member comments and discussion
- UDAB vote: approval of UDAB Policies & Procedures

11:30 a.m.   STATE ARCHITECT'S MESSAGE   **Michael Mankin, Chief**
- Distribution of *Draft* Access Compliance   **Office of Universal Design**
  Reference Manual (ACRM), Volume II

12:00 p.m.   LUNCH

1:00 p.m.   NOMINATIONS REPORT & BOARD OFFICER ELECTIONS   **Ron Javor**
              Pursuant to UDAB Policies & Procedures (if approved), the
              Executive Committee, acting as the Nominations
              Committee, will present nominations for the offices of
              Board Chair and Board Vice-Chair.
              - UDAB members may offer additional nominations
              - <u>UDAB vote</u>: election of Board Chair and Board Vice-Chair

1:15 p.m.   COMMITTEE REPORTS
              - Codes & Standards   **Ed Chandler, Interim Chair**
              - Best Practices   **John Paul Scott, Interim Chair**
              - Education   **Ed Chandler, Interim Chair**

1:45 p.m.   BREAK

2:00 p.m.   DISCUSSION ITEMS   **UDAB Chair**
              - Board Chair's assignment of members to UDAB
                committees [see Attachment]
              - <u>UDAB vote</u>: approval of committee members
              - Board Chair's designation of Committee Chairs
              - <u>UDAB vote</u>: approval of Committee Chairs
              - Board Chair's assignment of members to ad hoc
                committee to review *Draft* ACRM, Volume II
              - <u>UDAB vote</u>: approval of member assignments to ad hoc
                committee for ACRM review
              - Recommendation to State Architect to appoint new
                UDAB members to fill both new and currently vacant
                positions, pursuant to Policies & Procedures
              - <u>UDAB vote</u>: recommendations for new appointments (if
                any)
              - UDAB meeting calendar for 2003 (beyond January 10)
              - Program for January 10, 2003 UDAB meeting
              - Review of member input
              - Individual photos for posting on UDAB website
              - Group photo of UDAB for display at DSA

2:45 p.m.   PUBLIC COMMENT

3:00 p.m.   ADJOURNMENT